

École Sir William Osler

Parent Council Meeting Minutes

Date / Time : May 16, 2023, 6pm, AGM

Meeting Location: Virtual Meeting

Meeting Chair: Caitlin Buchel

Minutes Taken By: Rebecca Simpson-Litke

(13 participants)

Chair Greeting (Caitlin)

- Adoption of minutes from April 2023 – moved by Lori-Ann, seconded by Avery, approved

Treasurer and Lunch Program Report (Amy)

- Lunch program account is \$38,392.39
- PAC account is \$6618.43
- Will need to reimburse Avery for gifts for Sabrina and kid lunch monitors (see below)
- \$95 that was spent on tarps needs to come from lunch program instead of PAC fund (see below)

Principal's Report (Mme Ostermann)

- **Drills** – 9/10 fire drills now completed, 1 evac, 3 lockdown – one fire drill left to go in June
- **Community Clean-up** – Thanks to everyone who came out for this!
- **Fire Safety House** – coming on May 24
- **Emails** – lots of field trips, etc. coming up, so please watch for more info
- **Volunteer Tea** – June 13, 2-3pm, Mme Sara has made a poster
- **Community Picnic** – June 14 (Jun 15 rain date)
- **Report Cards** – will go home on Monday, June 26
- **Last Day of School** – all students dismissed at 11:00 on June 30 – last day for afternoon N/K class will be June 29
- **Roots of Empathy** – looking for a volunteer community member or parent who is pregnant and could bring their baby in as part of this program – facilitated by Mme Sara
- **Lunch Program** – still looking for 1-2 staff members – have done some interviewing (see below)
- **Global Sustainable Development Goals** – next year, continuing with goal #12 (Responsible Consumption) and will add goal #6 (Clean Water & Sanitation)
- **Staffing** – classrooms have been created for grades 3-6 – still working on 1-2 classes and N-K classes – grade 1-2 teacher position is still in the works – Mr. Walter's position has been posted – ELA/Literacy Support position is being filled by Mme Helene (coming from JB Mitchell) – we'll miss Mme Grace!
- **Provincial Survey** – to superintendents, teachers, parent councils seeking feedback on new provincial leadership framework (guidelines for principals and vice principals) that

École Sir William Osler

Parent Council Meeting Minutes

is being designed – a video/survey will be sent out to PAC exec and then other parents – due May 29

Teacher Representative (Mme Annelise)

- Welcome!

Lunch Program Update (Caitlin)

- **Staffing** – see principal's report – a couple who lives on Cordova will likely share a one-day-a-week position – Mme Karen accepted the position as lunch program coordinator
- **Tarps/Outdoor Lunch** – kids going outside for lunch, but needed tarps to sit on when the ground is wet – will pay out of lunch program fund (accidentally paid out of PAC)
- **Leadership Group Outing** – Grade 5s and 6s have been supervising younger kids and doing a great job – we did a Subway thank-you lunch to recognize their volunteer work and will reimburse Avery for this expense – Mme Ginette inquired about planning to do a year-end outing for this group and also the patrols at Activate, which will cost 30 students x \$23.52 = \$490.60 (lunch group from lunch program fund) + \$215 (patrols from school) = \$705.60 (bus will be organized by school)
 - **MOTION:** To approve the lunch program to spend \$500 to send the student lunch monitors to Activate – moved by Avery, seconded by Amy, approved
- **Lunch Program Policy & Staffing Salaries** – new draft of the policy included a guideline on how much staff should be paid, so we have increased the payments: casual staff = \$18/hour; full-time staff with 1-3 years' experience = \$21/hour; coordinator = \$25/hour

Glenlea Fundraiser Update (Caitlin/Mme Ostermann)

- Made approximately \$1300 this year
- Thank you to the volunteers who sorted and put orders together! – Dominique, Denessa, Amy, Connie, Tara, Denise G.

Greenspace Committee (Lauren)

- **Fence Art** – continuing this tradition for the graduating grade 6s – this year, the 13 students will paint butterflies for the fence, hopefully ready for the picnic
 - **MOTION:** To spend a maximum of \$350 on this art project from the PAC account – moved by Amy, seconded by Avery, approved
- **Government Grant** – Lauren and Meghan have been working on a multi-year plan for our playground renewal project – the Building Sustainable Communities Program application was submitted in January for phase 2 of the plan (phase 1 was for outdoor classroom and berms) – sticks and stones motor skills development area built with natural elements – requested just under \$15,000 and were successful, as stated in today's provincial news release – will need to have follow-up conversations with the province about the stages and timelines of the plan (up to two years to use these funds)

École Sir William Osler

Parent Council Meeting Minutes

– huge thanks to Avery, Lauren, and Meghan! – if anyone is interested in helping with fall grant applications, please contact Avery

End-of-Year Picnic (Caitlin)

- Scheduled for Wednesday, June 14 (rain date for Thursday, June 15), about 5-7pm
 - Lori-Ann, Jennifer Ayotte, Carolyn Regehr, Denessa have volunteered to help organize
 - There isn't time to do a silent auction, but we will do a 50-50, as moved last meeting – to be organized by Avery who will submit LGCA application and use the same Funding Change platform we used for the winter wine auction – raffle start date will be June 1, end date will be June 15, 7pm (draw at 7:15pm) – 1 ticket for \$10, 3 tickets for \$20, 10 tickets for \$40 (note: these prices have been revised from what was discussed in the meeting, in keeping with what we did for the winter concert) – prize money will be distributed by cheque (pickup at school)
 - Rules & Regulations:
 - 1) You must be over 18 years of age and a resident of Manitoba or physically located in Manitoba to purchase tickets.
 - 2) The winner receives 50% of total ticket sales.
 - 3) The winning 50/50 ticket will be drawn on June 15, 2023 at 7:15pm CDT. The winner will be contacted June 15, 2023 after 7:30pm CDT via email and phone call. The winner's name and ticket number will also be posted online at the raffle website following the draw.
 - 4) The 50/50 winner can claim their prize (via cheque) at Ecole Sir William Osler (1600 Grant Ave) from June 19 – 23, 2023 between 8:00am – 3:30pm CDT. Please respond to our email or call us at the school (204-488-3569) to arrange a date and time to claim your prize. Photo identification is required to claim your prize.
 - 5) If the prize is not claimed by June 23, 2023 at 3:30pm CDT, it will be redrawn on June 23, 2023 at 5:00pm CDT. The winner will be notified via email and phone call.
 - 6) 50/50 tickets are non-refundable and are not eligible for tax receipts.
 - 7) Raffle Administrators are not eligible to win the prize.
- MOTION: To approve the 50/50 application to be completed by Avery – Moved by Amy, seconded by Caitlin, approved.

Walter's Retirement Acknowledgment (Caitlin)

- Walter's last day is June 2
 - MOTION: To approve the cost (max \$60) from the Lunch Program fund for a pizza lunch from Santa Lucia for Walter and lunch staff on June 1 – Moved by Amy, seconded by Rebecca, approved.
 - MOTION: To approve a \$60 Liquor Commission gift card from the PAC – Moved by Lori-Ann, seconded by Amy, approved.

École Sir William Osler

Parent Council Meeting Minutes

PAC Elections (Mme Ostermann)

- Neither Mme Ostermann nor PAC email have received any nominations for PAC positions. The following parents have agreed to continue to serve in their current roles:
 - Secretary – Rebecca Simpson-Litke
 - Treasurer – Amy Campbell
 - Vice-Chair – Avery Jodoin
 - Chair – Caitlin Buchel
- Do we also need an HR Lunch Program position on PAC? – Caitlin will write up a job description and we can discuss next year
- Always looking for extra help, so more positions can be created!

Yearly Planning Document (Caitlin/Avery)

- Tabled to next meeting

Meeting Adjourned (Caitlin) 7:30pm

- moved by Amy, seconded by Avery
- Next meeting is in September